

DD/A 81-0079

DD/A REGISTRY

14 JAN 1981

FILE: DDM-7

STAT MEMORANDUM FOR: [REDACTED]
Advisor, DCI Secretarial/Clerical Management
Advisory Group

FROM: William N. Hart
Associate Deputy Director for Administration

SUBJECT: DDA Nominee for the Secretarial/Clerical
Management Advisory Group

REFERENCE: Your Memorandum, Subject: Nominations for the
DCI Secretarial/Clerical Management Advisory
Group, dtd 29 December 1980 (DD/A 80-2770)

STAT 1. In response to your memorandum of 29 December 1980,
the DDA would like to nominate, effective immediately,
[REDACTED] a GS-10 senior secretary to serve
on the DCI Secretarial/Clerical Management Advisory Group,
for a one-year tour, to replace [REDACTED]
has been with the Agency since 1970 and has served in senior
secretarial positions both overseas and headquarters. She
is currently my secretary, and I am confident she will make
a significant contribution in representing the clerical views
of this Directorate.

STAT 2. [REDACTED] can be reached on [REDACTED] 7D-24 Headquarters.
A biographic profile is attached.

/s/ William N. Hart

William N. Hart

Attachment:
As Stated

Distribution:

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DDA/CMO [REDACTED] ba (13 Jan 81)

STAT